



Board of Director's Meeting

2 PM – Tuesday, September 8, 2020 ☀ LOCATION – ZOOM VIDEO CONFERENCE

FINAL - Minutes

1. Meeting called to order 1:55 pm. All directors but Dana B were in attendance, Tributary editor Kathy M. and Epicenter Mgmt: Rita Franco
2. Hearing – Homeowners
 - a. 32424 River Island Lane: DISCUSSION – Property owners came to agreement but there is still a violation. **ACTION ITEM: Mike to follow up with a letter to acknowledge agreement.**
 - b. 32591 Greene Dr.: DISCUSSION – Camper is still on the property. **ACTION ITEM: Rita to follow up with another letter.**
 - c. Lot 30, Ph II.: DISCUSSION - Dirt pile will be removed once the building starts.
 - d. 32605 Montgomery Dr.: DISCUSSION- Continuous violations. **ACTION ITEM: Rita to contact resident regarding violation.**
3. Review Minutes & Action Items from August 11, 2020 Board Meeting- Minutes for July and August were approved.
4. New Business
 - a. New Banking Prospect: Heritage Bank- DISCUSSION – Kathy S. shared the information she received regarding their services. **ACTION ITEM: Kathy S. to reach out to bank again to make sure they can offer us turnkey services.**
5. Old Business
 - a. Quote for new cleaning maintenance services: DISCUSSION – Jack showed interest in submitting a proposal for the cleaning maintenance. **ACTION ITEM: Rita to reach out to Jack.**
 - b. Quote to install security cameras at pool: DISCUSSION – Quote was received. The project has been put on hold. Maybe the gate vendor could give us a recommendation. **ACTION ITEM: Kathy S. to talk to Sequoia Gate to get some recommendations.**
 - c. Road Repair: DISCUSSION – Directors agreed to move forward with the repairs. Mike moved to get quotes to repair the roads, Joan seconded. Motion passed. **ACTION ITEM: Kathy S. to contact vendors for quotes.**
6. Treasurers report

GENERAL ACCT = \$ 4,997.03; WWTP ACCT = \$ 5,422.06; RESERVE ACCT = \$ 418,445.03

 - a. Notes from Marty Lalanne's office: DISCUSSION.
 - b. Banking Information – SEE 4. NEW BUSINESS (a)
 - c. Budget 2021: Kathy S. started working on next year's budget. She will send to all directors for review.
 - d. Reserve Study: DISCUSSION- No site visit this year. Kathy S. will work with vendor to complete the study.

7. Epicenter Communications
 - a. Letters sent/received: Letters continue to go out as needed. All other items are good.
8. Committee Reports
 - a. Architectural committee
 1. Submission of county approved plans for 32553 Greene Dr.: DISCUSSION - Application will be submitted along with plans. Application will need approval. Plans will be available for review at Epicenter Management Office (Rita's Office).
 - b. Landscape committee
 1. Irrigation challenges at Main Gate median: Fixed.
 2. Additional tree trimming list: DISCUSSION – Rita informed the board she has received several requests. **ACTION ITEM: Rita to send directors a list of requests.**
 3. Hydro-blasting foliage on trees in Western Woodlands: DISCUSSION – **ACTION ITEM: Mike to ask Jack to do some more clearing of the pine needles.**
 4. Tree trimming at residences & common area: DISCUSSION. **ACTION ITEM: Rita to send email blast to residents.**
 - c. Social committee
 1. Status of Annual Halloween event: DISCUSSION- It has been cancelled. **ACTION ITEM: Rita to send out email blast to residents regarding event's cancellation.**
9. Real Estate
 - a. Status report: DISCUSSION.
10. Pool
 - a. Pool use by resident children under supervision of nonresident caretaker: DISCUSSION – The issue has been resolved.
 - b. Pool Hours: DISCUSSION – Hours to remain the same till it closes in November.
11. Wastewater Treatment Plant
 - a. Status report: DISCUSSION – Reviewed recent invoices.
12. Gates
 - a. Status report: DISCUSSION – Main gate has some issues, but it has been resolved.
13. Tributary- Pool Closure, Halloween event canceled.
14. Set next regular board meeting October 13, 2020
15. Adjourn: Joan moved to adjourn meeting; Kathy S. seconded. Meeting adjourned at 4:01pm